

Patterson Township Board of Commissioners

Regular Meeting

October 8, 2015

The Patterson Township Board of Commissioners held their regular meeting on Thursday, October 8, 2015 at 7:00 p.m. at the Municipal Complex, 1600 19th Avenue. Following the call to order and Pledge of Allegiance, roll call showed Commissioners Policaro, Bradow, Inman, and Mahosky present. Mr. Hoover was absent.

Minutes: The minutes of the previous meeting(s) held on September 10, 2015 were presented for approval. Motion was made by Mr. Inman; seconded by Mr. Mahosky approving the Agenda and Regular meeting minutes. Motion passed unanimous.

Public Comment/Visitors: None

Treasurer's Report: The Treasurer's Report for the month of September was presented for the General Fund, Sewer Fund, and PLGIT Accounts. The Secretary noted the closing of the Emergency Generator Fund and the deposit of the matured CD in the PLGIT General Fund. This money will help to pay the bills the last quarter and hopefully balance the 2016 budget (year-end cash balance). Motion was made by Mr. Inman; seconded by Mr. Mahosky approving the Treasurer's Report. Passed unanimous.

Monthly Bills: The monthly bills for September / October were presented for payment. Motion was made by Mr. Inman; seconded by Mr. Mahosky approving payment. Motion passed unanimous.

Engineer's Report: Mr. Larry Lennon, LSSE distributed the monthly report and advised of the following items: Darlington Court – Betters notified LSSE of contacting BC to closeout the E & S Permit in order to submit final drawings to the Township. MS4 Program – An onsite Minimum Control Measure (MCM) status review was conducted on September 22, 2015 with the Township staff to determine degree of implementation of MCM's and provide guidance if need be. Mr. Mahosky advised of attending the BV Regional COG Symposium, of which the topic was MS4. Mr. Mahosky questioned the administering of these regulations. Mr. Lennon advised that it is more work for the Township staff, which includes documentation - mapping-storage of items required. A question was raised on user fees. Mr. Lennon advised that there is much more to deal with down the road and the Township will need to be prepared for this. Darlington Road Sidewalk – Design underway. PennDot HOC application was submitted with comments received back. LSSE to respond and resubmit. 2015 Road Program – All punchlist items are complete. Waiting for final payment request from Youngblood. Multimodal Transportation Fund (MTF) Program - Upon submission of the grant application, the Township has received requests for additional information One of the items requested was an answer to whether a right-of-way is needed. The Secretary noted receiving an announcement from PennDot that they are taking applications for the same grant. Submission of the same grant

application with the addition of securing the appropriate right-of-ways should be submitted and is due December 15, 2015. 2016 Road Program – It was noted that LSSE met with Road Commissioner to discuss alternative future road programs. A memorandum is being prepared for the Board of Commissioners. Darlington Road Sewer Project – Patterson Township Municipal Authority project. Verizon has agreed to relocate the utility pole. Township needs to supply a letter requesting this relocation.

Solicitor's Report: Mr. Fawcett presented two Ordinances for adoption. The first one (Ordinance #452) is to rename Kennedy Lane to Wagoner Way, which was approved by the Board some time ago. Motion was made by Mr. Mahosky; seconded by Mr. Inman approving the naming of this alley Wagoner Way. Passed unanimous.

The second Ordinance #453 is regarding the ticketing Ordinance for various Property Maintenance violations. A summary of the Ordinance was given by Mr. Fawcett. Motion was made by Mr. Bradow; seconded by Mr. Mahosky approving the adoption of Ordinance #453. Passed unanimous.

Mr. Fawcett advised the Board that he prepared Resolution #2015-008 regarding the adoption of the revised Patterson Township Personnel Policy. Along with the resolution, copies of the revised final document were made to distribute to the Board. Additional discussion and adoption will be done during Mr. Bradow's report.

The proposed Street Opening Ordinance was discussed with Township Engineer, Mr. Lennon, who recommended a slight change in the restoring of the area that was opened. A sliding scale could be used depending on the road's condition as follows: 25 ft. of either side of the opening – if road has been paved within the last 3 years; 10 ft. of either side of the opening – if road has been paved 3 to 10 years; and 1 ft. of either side of the opening or as marked by the Township – if road was paved more than 10 years ago. This method would be more defensible to those in opposition of repaving the opening they created. Motion was made by Mr. Mahosky; seconded by Mr. Inman approving the sliding scale method and authorize the Solicitor to prepare an Ordinance for adoption at the next meeting. Passed unanimous.

Committee Reports: Fire/Finance – Mr. Mahosky presented 21 fire reports for a total of \$1,261.00 or 194 man hours. Included in the September reports are the arson structural fires in the City of Beaver Falls (mutual aid). Motion was made by Mr. Mahosky; seconded by Mr. Inman approving payment. Passed unanimous.

Mr. Mahosky advised the the Board that there is an invoice forthcoming for approximately \$1,200.00 to replace the tires on one of the fire trucks. This price includes the mounting. Motion was made by Mr. Mahosky; seconded by Mr. Inman authorizing this purchase. Passed unanimous.

Mr. Mahosky noted a leak in the roof at the Fire Department (over the truck room). There is a need to remove the air conditioner unit that is not in service on the roof, where the leak is originating from. Patching will need to be done, once the unit is removed. He advised the Board of the need to move forward on this.

Mr. Maholsky advised of the Fire Department's Open House this Saturday, October 10, 2015, along with a school program on October 22, 2015 in conjunction with Fire Prevention Week.

Under Finance, Mr. Mahosky advised of beginning budget preparation for the 2016 Budget. Information on the UPMC Health Care renewal for 2016 was provided last month. In order to renew with UPMC for a December, 2015 start, approval is needed by October 31, 2015. The increase for 2016 is 5.4%. Motion was made by Mr. Bradow; seconded by Mr. Inman approving the renewal with UPMC for Healthcare in 2016. Passed unanimous.

Parks/Recreation – No report in the absence of Mr. Hoover.

Public Works – Mr. Inman noted the report of his attendance at the Township Conference at Seven Springs was already given at the pre-meeting.

Mr. Inman advised that the 30 x 40 salt shed has been installed. He would like to move forward (for environmental reasons) with pouring an 8" concrete floor inside the dwelling. The proposals for doing this are as follows:

- Sam Alois Construction - \$11,400.00*
- Tate & Son Contracting - \$10,200.00 (+ \$200 for sealant)
- Russell Reed Contracting - \$16,260.00*

*Includes sealant

He noted that there are funds in the general fund budget (430.800) to cover the cost. Motion was made by Mr. Inman; seconded by Mr. Bradow authorizing to proceed with this concrete floor. Passed unanimous on a roll call vote.

A discussion was held on method of sealing the cement. It was noted that a period of 21 days is needed for certain kinds of sealant. Sealing the cement can be done by the Public Works Employees if need be. Mr. Inman requested permission to proceed with sealing, once a method is decided on. The general consensus of the Board is to go ahead, once a method is chosen.

Mr. Inman advised that the Act 101 Recycling Grant Program has been announced, with the applications due November 20, 2015. He noted that the Secretary plans to complete an application for a new leaf vacuum under this program.

Ordinances/Policies – Mr. Bradow noted the Street Opening Ordinance has already been addressed and will be included on the Agenda for next month's meeting in order to consider the sliding scale for restoration. Mr. Bradow advised that he distributed a clause for consideration to be included regarding emergency situations that may arise with street openings.

The Personnel Policy has been distributed in its final form and a Resolution prepared (#2015-008) for adoption by the Board of Commissioners. Mr. Policaro expressed the need to

change the wording on page 12 (bottom) to eliminate the one personal day off after being employed for 60 calendar days. Section XII on page 16 requires a newly appointed employee to serve a probationary period of one year. Mr. Policaro advised he believes there should be no paid days off in the first year during probation. Mr. Bradow made the motion to approve this one change; of which is to eliminate the personal day (on page 12). Seconded by Mr. Inman the motion passed unanimous.

Resolution #2015-008; the adoption of a revised Personnel Policy to address and provide for the fair treatment of Township employees with the noted change, was made by Mr. Bradow. Seconded by Mr. Inman, the motion passed unanimous on a roll call vote.

Code Enforcement – Mr. Morrow’s monthly report for September was submitted to the Board. With the adoption of the new Ticketing Ordinance for Code violations, a ticket will need to be printed. On the recommendation of the Solicitor, the appeal process needs to be included on the ticket.

Police/COG/Township Office – Mr. Policaro noted the distribution of the monthly Police Report. Under the COG report, Mr. Mahosky noted his attendance to the COG sponsored Symposium recently held at CCBC regarding MS4 regulations.

Motion was made by Mr. Mahosky; seconded by Mr. Inman approving **all Committee Reports** as presented. Passed unanimous.

Unfinished Business: None

Township Business: None

Communications: An invitation was received to the 1st Beaver County Municipal Convention to be held on Thursday, October 29, 2015 at Stonewall Golf Club (Shakespeare’s). All four Commissioners indicated they wanted to attend. No cost to attendees. The Secretary will make reservations.

It was noted that the State Auditor General’s Audit of the Liquid Fuels Fund from January 2013 through December 2014 was received and will be on file for review if desired.

New/Miscellaneous Business: The City of Beaver Falls Water Pollution Control Plant submitted the 3rd Quarter Invoice for the Township’s joint sewer use in the amount of \$75,992.40. Motion was made by Mr. Bradow; seconded by Mr. Inman approving payment. It was noted that there has been no response yet to the letter sent asking questions regarding their budget. Motion passed unanimous.

Prior to adjournment, the Secretary noted no action has been taken on the discussion on increasing the Soliciting Permit fee. The current fee is \$25.00 per company. It was noted that some of the companies send 10-12 representatives to canvass our Township. Discussion was held on whether to increase the company’s fee to \$100.00. Mr. Fawcett cautioned not to increase it in such a way to keep the soliciting out of the Township. Comparisons were made to other

Municipalities, whereby there is a limit of the number of individuals allowed to solicit for one company. Also, background checks are performed on these individuals before they are allowed to canvass. A recommendation was also made to charge \$25.00/individual. More information will be sought (from other municipalities) and brought back to the next meeting for review.

Adjournment: There being no further business to be brought before the Board, motion was made by Mr. Inman to adjourn the meeting. Seconded by Mr. Mahosky, the meeting adjourned at 8:03 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC
Township Secretary

Copy: Kenneth G. Fawcett, Esq.
Larry Lennon, Jr., P.E.
Board of Commissioners